

Preliminary Evaluation Questions

The following questions are examples of those that will be used to evaluate the SAF/IA Mentorship Program at its 30-day and 90-day marks. Please consider these questions as the program develops.

30-Day Evaluation

Mentors:

- Have you met with your mentee twice, for at least one hour each meeting, during the first month of the program?
- Are you comfortable with your mentorship agreement and do you feel confident that you will continue your relationship?
- Was your mentee proactive in contacting you and arranging your first meeting?
- Was your mentee prepared for your first meeting with drafts of his/her goals and the mentorship agreement?
- Based upon your meetings thus far with your mentee, is there a class that we could offer to fill a specific need, such as Time Management, Problem Solving & Decision Making, or Resume Writing Skills?
- How can we enhance the initial phases of the mentoring process (application, training, matching, first meetings) to make it more “user friendly?”
- Are there additional resources that we may be able to provide that could make your mentorship more valuable to you or to your mentee?

Mentees:

- Have you met with your mentor twice, for at least one hour each meeting, during the first month of the program?
- Are you comfortable with your mentorship agreement and do you feel confident that you will continue your relationship?
- Did you have any trouble getting in touch with your mentor or setting up a meeting schedule?
- Was your mentor receptive to your ideas and your initial goals?
- Has your interaction with other mentees been beneficial to you personally and to your mentoring relationship?
- Have you leveraged your supervisor to help identify your strengths or set professional goals?
- Based upon what you have learned about your career development, so far, is there a class that we could offer to fill a specific need, such as Time Management, Problem Solving & Decision Making, or Resume Writing Skills?
- How can we enhance the initial phases of the mentoring process (application, training, matching, first meetings) to make it more “user friendly?”



90-Day Evaluation Questions

Mentors:

- Have your mentee's leadership skills improved in the past 90 days?
- Do you feel that your coaching skills have improved?
- Do you feel like you are better equipped to use resources that are part of current workforce initiatives?
- Are you confident in your ability to provide advice and guidance on career development?
- Do you and your mentee plan to continue your mentorship? For how long?
- What elements of your match were most successful/effective? What attributes would you like to have in a future mentee?
- Would you like to participate in a mentorship program long-term?
- Is there anyone you know at work who would be a good mentor or mentee?
- What if anything would you change about this program thus far?
- Do you consider your participation in this Mentorship Program a success? Why or why not?

Mentees:

- Did your mentor guide you in effective goal setting?
- Did you talk to your supervisor about your professional goals? Why or why not?
- Did your supervisor actively support your participation in this program? If not, what were your expectations of your supervisor?
- Have you acquired new skills and/or knowledge that will be useful in the pursuit of your goals and to your organization?
- Do you feel like you have received advice, guidance, and support that will help you to achieve your goals and increase your long-term career potential?
- In the mentee orientation class, some key benefits that the group wanted to get from the program were Networking, Relationship building, Learning about personal abilities, and Learning how to become a good mentor in the future. Do you feel like you are making progress in any of these areas?
- Do you plan to continue your mentorship? For how long?
- What elements of your match were most successful/effective? What attributes would you like to have in a future mentor?
- Would you like to participate in a mentorship program long-term?
- Is there anyone you know at work who would be a good mentor or mentee?
- What if anything would you change about this program thus far?
- Do you consider your participation in this Mentorship Program a success? Why or why not?